

OFFICE OF THE DISTRICT JUDGE, ALIPURDUAR
(ENGLISH DEPARTMENT)

No- 01

Dated, Alipurduar 17 / 10 /2023

NOTICE

It is hereby informed for all concerned that applications are hereby invited for making a panel of retired Government employees for the re-employment on contractual basis for **02 (two) posts of Bench Clerk (Peshkar) , 01 (one) post for English Stenographer and 01 (one) posts for Peon** for the Courts of Learned Additional District & Session Judge, Fast Track Court I and II of this Judgeship as per G.O No. 6716-J/JD/P/1B-126/2001 dated- 14-09-2001. The willing retired Government employees (within 62 years of age) may submit their testimonials along with their applications in prescribed format and requisite documents viz. Age proof, PPO, Medical Certificate of his/her fitness. Last Pay Drawn (Pay+Dearness) etc. on or before **24-11-2023**.

In this context, this is for general information to all that in view of the Judicial Department's Notification No. 2651(5) dated 25-04-2012 the retired Govt. Employees be selected shall NOT be retained on re-employment beyond the age of 62.

Qualification required:

For Bench Clerk (Peshkar) : Minimum Madhyamik or its equivalent passed and working Knowledge of Computer is must.

For English Stenographer : Minimum Madhyamik or its equivalent passed, Shorthand Certificate and Computer Knowledge in operation is must. Stenography speed 80w.p.m and typing speed 35 w.p.m.

For Peon : Minimum Class Eight or its equivalent passed.

Pay:-

Last Salary drawn (pay+Dearness Allowance) Minus (Pension + Relief on Pension on the date of contract)
There will be no annual increment.

Application are to be received on or before 24-11-2023 (Only on working days) through speed post in the address with the heading "Application for the post of English Stenographer in the Fast Track Courts"/ Application for the post of Clerk / Peshkar in the Fast Track Courts"/ "Application for the post of Peon in the Fast Track Courts" (whichever is applicable) to "The Ld. District Judge, Alipurduar, Pin-736122.

Date of Interview :- 18-12-2023 at 4.30PM at Office of the District Judge, Alipurduar

Shortlisted list of candidates will be published seven days before the date of interview. For further details, may follow the notice board at District Judge's Court, Alipurduar and official website of Hon'ble High Court at Calcutta (www.calcuttahighcourt.gov.in)

sd/-
District Judge
Alipurduar

Application Format

For Office Use Only:-

Serial No:-

Roll No:-

Affix one recent
Passport size
Photograph duly
Signed by the
Applicant

Name of the post Applied for _____

1. Full Name (IN CAPITAL LETTERS) _____

2. Father's Name _____

3. Date of Birth (dd/mm/yyyy) (Supported by Documents) _____

4. Age as on 01-10-2023 _____

5. Sex _____

6. Nationality _____

7. Present Address _____

8. Permanent Address _____

9. Educational Qualification (Supported by Documents) _____

10. Date of retirement (Supported by Documents) _____

11. Medical fitness certificate (must be from Regd. Medical Practitioner) _____

12. Computer knowledge (Yes/No) _____

13. Mobile No and email id _____

Declaration

I, hereby declare that all the statements made in this application are true and correct to the best of my knowledge and my candidature is liable to be cancelled, if any information supplied by me is found false or incorrect.

Date
Place

Signature of the Candidate